**INVESTIGATION HEALTH AND SAFETY PLAN TEMPLATE**

When excavation and off-site disposal of soils and/or dewatering are required during construction, and NYCDDC’s Standard Specification for Handling, Transportation, and Disposal of Potential and Identified Contaminated and Hazardous Materials (Section 8.01 C2-Sampling and Testing of Contaminated/Potentially Hazardous Soil for Disposal Purposes) has been included in the Contract, the New York City Department of Design and Construction (NYCDDC) requires Contractors to retain an independent Environmental Consultant (hereafter identified as “Consultant”) to prepare a Field Sampling Plan (FSP) and Investigation Health and Safety Plan (IHASP) which will serve to characterize soils and/or groundwater to be excavated/removed for parameters typically requested by disposal facilities. Regarding soils, the data will be utilized to determine if the soil to be excavated is suitable for reuse or needs to be transported off-site for disposal as contaminated (non-hazardous) or contaminated (hazardous) soil. Regarding groundwater, the data will be utilized to determine proper disposal methods (either on-site or off-site) for groundwater and/or decontamination water generated during site investigation activities.

The IHASP shall be prepared as a stand-alone document and included as an Appendix to the FSP. The IHASP shall be submitted to the NYCDDC Office of Environmental and Hazmat Services (OEHS) for review and approval prior to performing any field sampling activities. This IHASP Template is meant to be a guide to help environmental professionals with the development of an IHASP that is compliant with NYCDDC rules and regulations.

This IHASP shall be completed in accordance with NYCDDC’s Standard Specification for Handling, Transportation, and Disposal of Potential and Identified Contaminated and Hazardous Materials (Section 8.01 C2 Sampling and Testing of Contaminated/Potentially Hazardous Soil for Disposal Purposes).

**INSTRUCTIONS FOR USING THE IHASP TEMPLATE**

Each section of this IHASP Template includes instructions and fillable text fields denoted in blue. Read the instructions for each section before completing that section. The blue text indicates information to include in each text field. Click on the blue text and start typing. This IHASP Template is an editable document file, to which you may add tables and additional text. For sections of the IHASP that do not apply, insert “Not Applicable” in the text field and check the “Not Applicable” box where available. Any edits to black text should be completed using track changes.

**REGULATORY REFERENCES**

The following State and Local rules and regulations noted below are offered as references that can be viewed to assist with the completion of the IHASP Template. The list, along with hyperlinks to the regulatory references, is not all-inclusive but offers some general guidance.

* NYSDEC Spill Guidance Manual
	+ https://www.dec.ny.gov/regulations/2634.html
* NYSDEC CP-51 – Soil Cleanup Guidance Policy
	+ https://www.dec.ny.gov/docs/remediation\_hudson\_pdf/cpsoil.pdf
* NYSDEC Spills Technology and Remediation Series (STARS) Guidance Documents
	+ https://www.dec.ny.gov/regulations/2393.html
* NYSDEC DER-10 – Technical Guidance for Site Investigation and Remediation
	+ https://www.dec.ny.gov/regulations/67386.html
* NYSDEC Soil Cleanup Objectives (SCOs)
	+ https://www.dec.ny.gov/docs/remediation\_hudson\_pdf/part375.pdf
* NYSDEC Groundwater Quality Standards (GWQS)
	+ https://www.dec.ny.gov/docs/water\_pdf/togs111.pdf
* NYCDEP Limitations for Effluent to Sanitary and Combined Sewers
* https://www1.nyc.gov/assets/dep/downloads/pdf/about/water-and-sewer-forms/dewatering-wastewater-quality-control-application-for-discharges-over-10000-gallons-per-day.pdf

While the NYCDDC has made every effort to ensure the accuracy of all instructions contained in this IHASP Template, it is the Rules and Regulations of the City and State of New York, not the template, that govern your obligations with respect to the preparation of the IHASP and performance of the proposed field sampling activities.

**Investigation Health and Safety Plan**

**IHASP Prepared for:**

Insert Project Name

Insert Capital Project ID Number

 Insert Project/Site Address/Location

Insert Project/Site Phone Number



New York City Department of Design and Construction

30-30 Thomson Ave, Queens, New York 11101

Insert Contractor Name

Insert Address, City, State, Zip Code

**IHASP Prepared By:**

Insert Company or Organization Name

Insert Contact Name

Insert Address, City, State, Zip Code

 Insert Phone Number

Insert Fax/Email

**IHASP Preparation Date:**

Insert Date

**IHASP Revision Date:**

Insert Date

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Figure 1 Project Location Map

Figure 2 Aerial View map

**Appendices**

Appendix A Job Hazard Analysis Forms

Appendix B Potential Hazardous Substances

Appendix C Hospital/Emergency Care Center Route

Acronyms

The following acronyms are referenced in this IHASP template. Any additional acronyms included in the IHASP should be added to the table below.

| **Item** | **Description** |
| --- | --- |
| CAMP | Community Air Monitoring Plan |
| EPI pen® | Epinephrine auto injector |
| FSP | Field Sampling Plan |
| FTL | Field Team Leader |
| GWQS | Groundwater Quality Standards |
| HSC | Health and Safety Coordinator |
| HSGs | hydrologic soil groups |
| HSO | Health and Safety Officer  |
| IHASP | Investigation Health and Safety Plan |
| JSA | Job Safety Analysis |
| MSHA | Mine Safety and Health Administration |
| μg/m3 | Micrograms per cubic meter |
| NIOSH | National Institute for Occupational Safety & Health |
| NYCDDC | New York City Department of Design and Construction |
| NYCDEP | New York City Department of Environmental Protection |
| NYSDEC | New York State Department of Environment Conservation |
| NYSDOH | New York State Department of Health |
| OEHS | NYCDDC Office of Environmental and Hazmat Services |
| OSHA | Occupational Safety and Health Administration |
| PID | Photoionization detector |
| PEL | Permissible Exposure Limit |
| PM-10 | 10 micrometers |
| PM | Project Manager |
| PPE | Personal protective equipment |
| ppm | Parts per million |
| SCBA | Self-contained breathing apparatus |
| SCOs | Soil Cleanup Objectives |
| SMPs | Soil Management Plans |
| STARS | Spills Technology and Remediation Series |
| USGS | U.S. Geological Survey |
| VOC | Volatile organic compound |

Revision Log

The following revision log should be completed with the initial submission and subsequent revisions. The revision date noting two digits for the month, two digits for the day, and four digits for the year (i.e., 00/00/0000) should be entered in the Date column. The Revision Number should offer revision number with two digits (i.e., 00, 01, 02, 03 – noting 00 as the initial submission) with IHASP as the descriptor (i.e., IHASP-00, IHASP-01, IHASP-02). Revision Description column should contain a brief description of changes and/or initial submission.

|  |  |  |
| --- | --- | --- |
| **Date** | **Revision Number** | **Description** |
| 00/00/0000 | IHASP-00 | Initial submission for NYCDDC for review |
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Certification Statement

IHASP Certification by Insert Company of Organization Name

Environmental Consultant working on behalf of Insert Company Name of Contractor

1. Insert Company of Organization Name certifies that this document dated Insert Date and all information included is true, accurate, and complete to the best of my professional knowledge and judgement; and
2. This IHASP has been prepared in accordance with all applicable statutes and regulations; and
3. This IHASP has been prepared in conformance with NYCDDC Specifications for Handling, Transportation, and Disposal of Potential and Identified Contaminated and Hazardous Materials (Item 8.01)

Insert Author’s Signature

Insert Author’s Name / Affiliation / Date

# INTRODUCTION

## Project Area and Description

Instructions:

1. *In this section, compile basic site information. When completing this section make sure to confirm site location information. For corridor projects that include multiple street segments, please list all.*
2. *Following this section is an 8 ½ “ by 11” portrait border template to be utilized for the preparation of Figure 1 and 2.*

**Project Name and Location**

Project/ Site Name: Insert Text Here

Capital Project ID Number: Insert Text Here

Project Street(s)/ Location: Insert Text Here

Block(s) and Lot(s) (If Applicable): Insert Text Here

City: Insert Text Here

State: New York

Zip Code: Insert Text Here

Borough: Insert Text Here

Total Area Expected to be Disturbed by Construction Activities: Insert total area of construction disturbance (to the nearest quarter acre)

A Project Location Map is included as **Figure 1**. An Aerial View Map is included as **Figure 2**.

**INSERT NEW FIGURE 1 CONTAINING THE PROJECT NAME, CAPITAL PROJECT ID AND ADDRESS**



## Scope of Work

Instructions:

1. *Provide a general description of the field sampling activities to be performed at the site.*
2. *Include natural and constructed features of the site.*
3. *Field sample locations (both soil and groundwater) shall be referenced in Figure 3 of the FSP.*

|  |
| --- |
| Insert Text Here |

**INSERT NEW FIGURE 2 CONTAINING THE PROJECT NAME, CAPITAL PROJECT ID AND ADDRESS**



# KEY PERSONNEL AND RESPONSIBILITIES

Instructions:

*In this section, compile Key Personnel and corresponding responsibilities. Insert Key Personnel names and association (Company Name, Subconsultant Name, etc.) If additional personnel and responsibilities are anticipated, please add additional tiles as necessary.*

Prior to the start of the project, the overall responsibilities for the project personnel will be established, including the chain of command. The organizations critical to the planned activities at the site and their responsibilities are as listed below.

|  |  |
| --- | --- |
| Environmental Project Manager | CompanyContact Name TitlePhone NumberE-mail |
| Health and Safety Coordinator (HSC) | CompanyContact Name TitlePhone NumberE-mail |
| Licensed Driller  | CompanyContact Name TitlePhone NumberE-mail |
| Driller Health and Safety Coordinator  | CompanyContact Name TitlePhone NumberE-mail |

# JOB SAFETY ASSESSMENT

Instructions:

*In this section, summarize the Job Safety Assessment (JSA) performed for anticipated hazards based on the subject scope of work. The JSA performed will be summarized in formatted JSA spreadsheets included in Appendix A of this IHASP. Once the JSA is performed, summarize the known and potential hazards that could be present at the jobsite. The language below shall be updated accordingly based on site/project specifics.*

This section identifies the hazards associated with the site activities to be performed at the referenced project. Based on the results from a Job Safety Assessment (JSA) performed for this project (see **Appendix A**), the following physical, chemical, and biological hazards were identified and summarized below.

## Physical Hazards

Project employees associated with this task may be exposed to physical hazards associated with the operation of heavy equipment. Examples of these physical hazards include:

* Falling and/or flying objects;
* Noise levels exceeding 90 dBA;
* Getting caught in machinery;
* Slips, trips, and falls;
* Construction equipment; and
* Hand tools usage.

The project HSO will conduct initial and ongoing inspections for such physical hazards and implement employee protection programs, including the use of safety equipment within the personal protective equipment level specified for this task and to practice good housekeeping. Personnel will be encouraged not to wear loose clothing around the machinery, to stay at least 30 feet away from the machinery.

## Chemical Hazards

Chemicals may be encountered during site investigation/characterization activities. The chemicals may be in solid, liquid or gaseous form. Other potentially hazardous gases, such as methane, may also be encountered. Based on existing information, there is the potential for encountering different types of chemicals. Refer to **Appendix B** of this IHASP for a list of potential hazardous substances.

* Fuel sources
* Potentially contaminated soils and groundwater

## Biological Hazards

The biological hazards identified for this project include the items listed below:

* Insects and arachnids: Bees, wasps, mosquitoes, and ticks
* Poisonous plants: Poison ivy
* Animals: Rodents, wild dogs
* Vector-borne diseases: Rabies, West Nile virus and Lyme disease

Employees working in the field will be made aware of the potential for these biological hazards by review of this project specific IHASP and by the Field Team Leader (FTL). Employees should take precautions in areas where such hazards are present, such as wearing appropriate clothing, to prevent contact with insects or plants. Insect repellant should be used to prevent insect bites, especially when entering wetland areas.

Bees and other stinging insects can cause significant pain and injury, especially where there are multiple stings or an allergy to the sting. Severe allergies can cause death in minutes if not treated properly. An employee with a known bee sting allergy should notify the FTL and will be required to carry an epinephrine auto injector (EPI pen®) to prevent serious injury if a sting occurs. It will be the responsibility of the employee and FTL to be aware of the proper actions needed in this potential emergency.

Poisonous vegetation that may be encountered include poison ivy, poison oak, and poison sumac. These plants have sap containing urushiol oil that creates an allergic reaction and irritation in most individuals. Workers can prevent contact with poisonous plants by wearing disposable gloves, long sleeves, long pants, boots, and gloves. Wash exposed clothing separately in hot water with detergent, Barrier skin creams, such as a lotion containing bentoquatum, may offer some protection before contact, and should be washed off and reapplied twice a day. Clean tools with rubbing alcohol (isopropanol or isopropyl alcohol) or soap and lots of water after use since urushiol can remain active on the surface of objects for up to 5 years.

Lyme disease is transmitted by the bite of infected ticks. "Hot spots" in the United States include New York. These diseases are transmitted primarily by the deer tick, which is smaller and redder than the common wood tick. The disease may be transmitted by immature ticks, which are extremely small and hard to see. The tick needs to be attached for 36 to 48 hours to transmit Lyme disease. Symptoms of Lyme disease include a rash or a peculiar red spot, like a bull's eye, which expands outward in a circular manner. The victim may have headache, weakness, fever, a stiff neck, swelling and pain in the joints, and eventually, arthritis. Symptoms of Ehrlichiosis include muscle and joint aches, and flu-like symptoms, but there is typically no skin rash. Common ways to help prevent Lyme disease include applying insect repellent with a 20 percent or higher concentration of DEET to your skin, covering up with wearing work boots, long sleeve shirts and long pants tucked into your socks when in wooded or grassy areas, and sticking to trails and avoid walking through low bushes and long grass. Remove an attached tick with fine-tipped tweezers as soon as you notice it. If a tick is attached to skin for less than 24 hours, the chance of getting Lyme disease is extremely small.

## Contagious Respiratory Diseases

There is a potential for encountering contagious respiratory diseases at the site. Employees working in the field shall comply with corporate, local/state, and Centers for Disease Control and Prevention (CDC) guidelines for contagious respiratory diseases.

## Fire/Explosion Hazards

There is a low potential for explosion hazards during the site investigation/characterization activities at the site. In areas where excavation is conducted, ongoing monitoring for chemical vapors and explosive gases will be conducted. A fire extinguisher will also be present on-site.

## Utilities

Underground and aboveground utilities may be present. Insert Company Name will call the New York Utility mark-out service and consult with the property owners, as specified in the scope of work.

## Hazardous Waste Handling and Disposal

Instructions:

*The handling and disposal of hazardous waste during the performance of typical in-situ and/or ex-situ soil and/or groundwater sampling is not anticipated. If soil screening levels indicate the potential presence of hazardous contaminant levels and the generation of potentially hazardous waste, use the language below, and modify accordingly based on known/anticipated site contaminants and concentrations.*

**If Hazardous Waste Handling and Disposal is possible and/or anticipated, use the following language and modify accordingly:**

Insert Contractor Name will make every effort to minimize the generation of investigation-derived waste (whether non-hazardous or hazardous). For in-situ soil sampling, all excess soil generated during the soil boring installation activities will be returned to the borehole of origin, unless specific site conditions (e.g., the presence of free-phase contaminants) require on-site containment and off-site disposal.

If known or potentially hazardous waste is generated requiring off-site disposal, all waste handling activities will be performed in accordance with all applicable Occupational Safety and Health Administration (OSHA) standards at a minimum. Based on the known contaminant concentrations, site workers will wear the appropriate level of personal protective equipment (PPE) (see section 4.0). Levels of PPE will be reconsidered and modified depending on the conditions encountered as the project progresses. Insert Contractor Name will be responsible for meeting and adhering to all applicable OSHA requirements at a minimum and all their company Health and Safety policies and procedures during the handling of all hazardous or suspect hazardous wastes.

Hazardous or suspected hazardous wastes generated during the performance of the site investigation/characterization activities will be placed in New York State Department of Transportation (NYSDOT) approved, 55-gallon steel drums at a site location pre-approved by a DDC representative (defined as a DDC staff member with knowledge of the project and the DDC requirements for the handling and disposal of hazardous waste) pending characterization sampling and off-site disposal. Required characterization parameters will be contingent on the selected disposal facility (to be pre-approved by the NYCDDC). Final hazardous waste manifests for each load of transported hazardous waste (signed by the generator (site owner), transporter, and receiving (disposal) facility) shall be provided to the NYCDDC upon receipt.

## Extreme Weather

There is a potential for extreme weather during the activities at the site. If lightning storm activity appears to be within the immediate area, construction activities shall be discontinued, and personnel will seek shelter in a building or a rubber tire vehicle. If shelter is unavailable, seek the lowest ground and squat. Exercise caution for up to 30 minutes after the storm has appeared to pass.

## Traffic Hazards

Insert Contractor Name will observe applicable requirements of the Department of Transportation (DOT) having jurisdiction within the Project Area.  All Insert Contractor Name employees working on or adjacent to active roadways or within traffic control zones shall wear ANSI approved reflective/high-visibility safety vests/jackets, regardless of work duration.  If work is planned in these areas, Insert Contractor Name shall prepare and implement a Traffic Control Plan consistent with anticipated roadway, traffic, and work conditions.

## Other Hazards

Personnel should be aware of any other known or potential hazards when working on a particular job site.

Insert any additional known or potential hazards here. Ex: ladder safety, hand tools, working on or near water bodies, asbestos, etc.)

# PERSONNEL PROTECTIVE EQUIPMENT

Instructions:

*In this section, summarize the Personnel Protective Equipment (PPE) to be utilized at the site during the performance of the subject site investigation/characterization activities. The PPE requirements and language below shall be updated accordingly based on site/project specifics.*

Whenever engineering controls and/or work practice controls are not adequate to control potential employee exposure to health and/or safety risks, employee protection will be assured using personal protective equipment (PPE).

Level D PPE will be used during the site investigation and characterization activities. This level of PPE is necessary for situations where minimum protection against target contaminants is necessary. Because of the potential for hazards, Insert Contractor Name employees will be prepared to upgrade to Level C PPE, as needed. The specific PPE is listed in Sections 4.1 through 4.4. The levels are based on the OSHA rules governing hazardous waste site work (29 CFR 1910.120).

Insert list of PPEs

## Level A, B, C and D

**Level A**

Level A PPE provides the greatest level of skin, respiratory and eye protection. If Level A conditions are encountered, all personnel will be evacuated from the area and the situation will be evaluated with the HSC.

**Level B**

Level B PPE provides the highest level of respiratory protection and a lesser level of skin protection than Level A. Due to the nature of future construction activities planned, a Level B environment is not considered a practical environment. If conditions reach levels requiring Level B protection, all personnel will be evacuated from the area, until ambient conditions allow site entry in Level C. If Level C criteria are not met and Level B PPE needs to be utilized, the following PPE are required:

* National Institute for Occupational Safety & Health (NIOSH) and/or Mine Safety and Health Administration (MSHA) approved pressure demand, full-face self-contained breathing apparatus (SCBA), or positive pressure demand supplied air respirator with escape SCBA
* Hooded chemical-resistant clothing (such as coveralls, two-piece chemical splash suit, disposable chemical-resistant overalls)
* Chemical-resistant outer gloves
* Inner chemical-resistant gloves
* Chemical-resistant over boots
* Inner boots with steel toe and shank
* Hard hat
* Two-way radio (optional, if the situation warrants)
* Long cotton underwear (optional)
* Face shield

**Level C**

If necessary, based upon site monitoring, PPE requirements will be upgraded from Level D to Level C PPE. This level of personal protective equipment is necessary when the concentrations and the types of airborne contaminants are known and the criteria for using air-purifying respirators are met, and/or the chemical hazards are unknown. The specific personal protective equipment for this level of protection must consist of the following:

* NIOSH and/or MSHA approved full-face air purifying respirator equipped with dual cartridges for protection against chemical vapors, dusts and mists or fumes
* Hooded chemical-resistant clothing (such as overalls, two-piece chemical splash suit, disposable chemical-resistant overalls)
* Chemical-resistant outer gloves
* Inner chemical-resistant gloves
* Outer chemical-resistant boots
* Inner boots with steel toe and shank
* Hard hat
* Face shield
* Ear protection (if necessary)
* Two-way radio (optional, if the situation warrants)
* Long cotton underwear (optional)

**Level D**

PPE will consist of the following:

* Safety glasses
* Chemical Resistant Gloves
* Safety boots with steel or composite toe
* Hard hat
* Ear protection (if necessary)
* Disposable or Tyvek coveralls (optional)

## Initial PPE Levels

The Level of Protection selected is based upon the following:

1. Type and measured concentration of the chemical substance in the ambient atmosphere and its toxicity
2. Potential for exposure to substances in air splashes of liquids, or other direct contact with material due to work being done
3. Knowledge of chemicals on-site along with properties such as toxicity, route of exposure, and contaminant matrix

In situations where the type of chemical, concentration, and possibilities of contact are not known, the appropriate Level of Protection must be selected based on professional experience and judgment until the hazards can be better identified.

Action levels for Level C and Level B protection are listed in Section 5.2. No work will be conducted at this site using Level B protective equipment. Should conditions require upgrading to Level B, the field staff overseeing the work are required to stop work and notify the Project Manager and Health and Safety Coordinator (HSC).

## Reassessment of Protection Program

The Level of Protection provided by PPE selection shall be upgraded or downgraded by the Health and Safety Officer (HSO) based upon a change in site conditions or findings of investigations. When a significant change occurs, the hazards should be reassessed. Some indications of the need for reassessment are:

* Commencement of a new work phase, such as the start of drum sampling or work that begins on a different portion of the site
* Change in job tasks during a work phase
* When temperature extremes or individual medical considerations limit the effectiveness of PPE
* Contaminants other than those previously identified are encountered
* Change in ambient levels of contaminants
* Change in work scope which affects the degree of contact with contaminants

## Work Duration

Before the workers begin work in their PPE ensembles, the anticipated duration of the work mission should be established. Several factors limit mission length, including:

* Suit/Ensemble permeation and penetration rates for chemicals
* Ambient temperature and weather conditions (heat stress, cold stress)
* Capacity of personnel to work in PPE

This section of the IHASP specifies the level of protection necessary for the identified specific tasks which will be performed during this project. If any other tasks are identified during this project which may represent significantly different levels and/or types of potential health and safety hazards are encountered, then the HSC must be contacted who will select the level of protection necessary for such tasks.

# AIR MONITORING

Instructions:

*In this section, summarize the air monitoring requirements (if applicable) to be utilized at the site during the performance of the subject site investigation/characterization activities. The air monitoring requirements and language below shall be updated accordingly based on site/project specifics. If not required, indicate so and include which engineering controls (if any) will remain in place.*

The location, frequency, and the type of monitoring for the identified project tasks are described in this Section. The project HSO will be responsible for implementing the air-monitoring program, which will include screening for gases with portable measuring devices. All air monitoring equipment will be used by an individual trained in the operation, calibration, care, and limitations of the instruments.

## Air Monitoring Equipment

Prior to the project start-up, the HSC will make sure appropriate air monitoring equipment is available at all times. At a minimum, a photoionization detector (PID) shall be utilized to screen soils being sampled.

Insert Description of Any Other Air Monitoring Equipment That Will Be Utilized On-Site

Insert Description of Engineering Controls That Will Remain in Place

The following air monitoring equipment will be used on this project:

* MiniRAE gas monitor

**TABLE 5.1.1: INSTRUMENT APPLICATIONS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Instrument** | **Application** | **Monitoring Location** | **Frequency** |
| Mini RAE (gas monitor) | Monitoring levels of volatile gases | In areas of soil sampling | While sampling |

## Action Levels

The action levels presented below on Table 5.2.1 will be used to determine the level of PPE required. The action levels established are based on the criteria to be used when unknown chemical constituents are present.

**TABLE 5.2.1: HEALTH AND SAFETY ACTION LEVELS**

| **Instrument** | **Reading/ Concentration** | **Action** |
| --- | --- | --- |
| PID  | * >1.0 ppm in breathing zone, but less than 5 ppm above background
 | * Continue in Level D
 |
|  | * 5 ppm or greater above background (15 mins. Sustained)
 | * STOP work – Level C conditions
* Notify PM/HSO
* Follow NYSDEC/NYSDOH procedures as applicable to the site
* Resume work only when the site owner authorizes the same
 |

## Personal Monitoring

Personal monitoring is not anticipated during the subject scope of work.

If Personal monitoring is anticipated based on known site contaminants, insert a description of the personal monitoring protocols here lieu of the statement above.

## Community Air Monitoring Plan (if applicable)

Instructions:

1. *Due to past documented subsurface impacts at the site, if required by the NYSDOH and/or NYSDEC, this section shall summarize the requirements of a Community Air Monitoring Plan (CAMP) to be followed during the performance of in-situ soil investigation activities. If in-situ soil investigation activities are not being performed or the NYSDOH and/or NYSDEC does not require a CAMP for the subject site investigation scope of work, this section can be deleted.*
2. *If determined to be necessary, modify the below CAMP language accordingly based on site requirements.*

This Community Air Monitoring Plan (CAMP) has been prepared by Company Name for Project Name. Company Name will be overseeing Summarize Scope of Work. As part of this investigation Scope of Work, a CAMP has been devised in accordance with the New York State Department of Health (NYSDOH) Generic CAMP guidance.

This CAMP is a companion document to be used during soil sampling, as further defined below. The environmental HASP (EHASP) provides details related to health and safety for on-site activities performed by Company Name personnel and the CAMP details air monitoring activities to protect the surrounding community.

**Purpose**

This CAMP will be implemented during the sampling of soils from Site/Corridor. The purpose of the CAMP is to provide a measure of protection for the downwind community, more specifically off-site receptors including residents and workers, from potential airborne contaminant releases as a result of sampling work activities performed at the Site/Corridor.

**Particulate Air Monitoring**

Particulate monitoring will be conducted during ground intrusive activities at the Site in accordance with the Fugitive Dust and Particulate Monitoring from DER-10 Technical Guidance for Site Investigation and Remediation. Dust and particulate monitoring will be conducted near the approximate upwind and downwind perimeters of the exclusion zone, when possible, or where dust generating operations are apparent. Dust monitoring may be suspended during periods of precipitation and snow cover.

Particulate air monitoring will be conducted with a DataRAM-4 (or a similar dust monitoring device). This instrument is equipped with an audible alarm (indication of exceedance) and is capable of measuring particulate matter less than 10 micrometers in size (PM-10). It will continually record emissions (calculating 15-minute running average concentrations) generated during field activities. The dust monitoring devices will be checked and recorded periodically throughout the day of intrusive activities to assess emissions and the need for corrective action. Particulate monitoring response and action levels include:

* If the downwind PM-10 particulate level is 100 micrograms per cubic meter (μg/m3) greater than background (upwind perimeter) for the 15-minute period or if airborne dust is observed leaving the work area, then dust suppression techniques must be employed. Work may continue with dust suppression techniques provided that downwind PM-10 particulate levels do not exceed 150 μg/m3 above the upwind level and provided that no visible dust is migrating from the work area.
* If, after implementation of dust suppression techniques, downwind PM-10 particulate levels are greater than 150 μg/m3 above the upwind level, work must be stopped, and a reevaluation of activities initiated. Work can resume provided that dust suppression measures and other controls are successful in reducing the downwind PM-10 particulate concentration to within 150 μg/m3 of the upwind level and in preventing visible dust migration.

**Volatile Organic Compound Air Monitoring**

Volatile organic compound (VOC) air monitoring will be conducted in conjunction with the dust monitoring program. VOC air monitoring will be conducted using a RAE Systems MiniRAE 2000 VOC instrument (or a similar photoionization detector device) to provide real-time recordable air monitoring data. VOC monitoring will be conducted for ground intrusive (continuous monitoring) and non-intrusive activities (periodic monitoring). VOCs will be monitored and recorded at the downwind perimeter of the immediate work area. Upwind concentrations will be measured before field activities commence and periodically throughout the day to establish background conditions. The downwind VOC monitoring device will also be checked periodically throughout the day to assess emissions and the need for corrective action.

VOC monitoring response and action levels include:

* If the ambient air concentration of total organic vapors at the downwind perimeter of the work area or exclusion zone exceeds 5 parts per million (ppm) above background for the 15-minute average, work activities must be temporarily halted and monitoring continued. If the total organic vapor level readily decreases (per instantaneous readings) below 5 ppm over background, work activities can resume with continued monitoring.
* If the organic vapor level remains sustained above 5 ppm at the perimeter of the work area, activities must be shut down and work will be re-evaluated.

Weather conditions, including the prevailing wind direction, will be observed and recorded for each day of site activities. As work and weather conditions change throughout the day, the locations where the VOC monitoring devices are set up may be adjusted accordingly.

**Documentation and Calibration**

The volatile organic compound air monitoring device shall be calibrated prior to daily field activities according to manufacturer's instructions and standard industrial hygiene practices. In addition, monitoring instruments will be checked for “drift” upon completion of daily field activities. Calibration measurements will be recorded on a field data record. Field measurements will be recorded and available for State (NYSDEC and NYSDOH) and NYCDDC personnel to review. The particulate monitoring device is factory calibrated on an annual basis. Upon completion of field activities, available monitored data recorded will be downloaded, evaluated and summarized in the Field Sampling Summary Report (FSSR).

# ON-SITE CONTROL

Instructions:

*In this section, modify the language below accordingly as it applies to required on-site controls to be in place during the performance of subject site investigation/characterization activities.*

Insert Company Name and Subcontractor personnel will endeavor to keep unauthorized persons away from all site activities by establishing perimeter markings and control boundaries.

The work areas surrounding the boring locations, as well as the drilling equipment will be marked off with fencing and/or barrels.

Insert Text Here regarding the site security, i.e., fencing, caution tape, security officers, etc.

# CONFINED SPACE ENTRY PROGRAM (IF APPLICABLE)

Instructions:

*Confined Space entry work is not anticipated to be required for the performance of the subject site investigation/characterization activities. If confined space entry is anticipated, the Contractor shall include in this section their Confined Space Entry Program.*

Only personnel who have attended and successfully completed Confined Space Training in accordance with 29 CFR 1926 Subpart AA "Confined Space in Construction" are permitted to enter a non-permit required or permit-required confined space, as defined by OSHA. All confined space activities shall be performed in accordance with Confined Space Entry Program. A permit-required confined space has the following characteristics:

* Large enough to bodily enter and perform work.
* Limited means of entry and exit.
* Not designed for continuous human occupancy (e.g., an underground or aboveground storage tank).
* Contains material with the potential to engulf the entrant.
* Is shaped in such a way that someone could be trapped or asphyxiated (e.g., trenches that have inwardly converging walls or a floor that slopes downward and tapers to smaller cross section).
* Contains any other recognized serious safety or health hazards and is subject to the accumulation of toxic or flammable contaminants or an oxygen deficient atmosphere—a condition where one or more of the following exist:
* Unfavorable natural ventilation that could contain or produce dangerous air contaminants;
* Oxygen deficient atmosphere;
* Flammable/explosive atmosphere;
* Dangerous concentrations of air contaminants;
* Limited or restricted means of entry or exit (e.g. tanks, bins, vaults, pits, trenches, manholes etc.);
* Possible unexpected release of hazardous energy; or
* Instability of stored product.

A non-permit required confined space has the following characteristics:

* Large enough to bodily enter and perform work.
* Limited means entry and exit.
* Not designed for continuous human occupancy.
* Contains material with the potential to engulf the entrant.
* Is shaped in such a way that someone could be trapped or asphyxiated.
* Does not contain or have the potential to contain atmospheric hazards capable of causing injury or serious physical harm to the entrant.

If confined space entry is anticipated based on known site/sampling access, insert the Confined Space Entry Program, including all applicable forms, here.

# HEAT AND COLD STRESS ASSESSMENT AND CONTROL

Instructions:

*In this section, summarize the Heat and Cold Stress Assessment and Control procedures to be followed during the performance of the subject site investigation/characterization activities. The Heat and Cold Stress Assessment activities below shall be updated accordingly based on site/project specifics.*

## Measures to Avoid Heat Stress

The following guidelines should be adhered to when working in hot environments:

* Establish work-rest cycles (short and frequent are more beneficial than long and seldom).
* Identify a shaded, cool rest area.
* Rotate personnel, alternative job functions.
* Water intake should exceed sweat produced. Most workers exposed to hot conditions drink fewer fluids than needed because of an insufficient thirst. DO NOT DEPEND ON THIRST TO SIGNAL WHEN AND HOW MUCH TO DRINK. Consume enough liquid to force urination every two hours. In humid climates ice water or ice should be consumed to help maintain normal body temperature since evaporation does not provide an efficient mechanism for heat removal.
* Eat light meals before and during work shifts. Avoid highly salted foods.
* Drink sports drinks such as Gatorade® diluted 1:1 with water.
* Save most strenuous tasks for non-peak heat hours such as the early morning or at night.
* Avoid alcohol during prolonged periods of heat. Alcohol will cause additional dehydration.
* Avoid double shifts and/or overtime.

The implementation and enforcement of the above-mentioned measures will be the joint responsibility of the lead consultant and lead driller. Potable water and electrolyte containing drinks should be made available each day for the field team when appropriate.

Insert Text Here

## Cold Stress

**Methods to Prevent Cold Stress**

When the ambient temperature, or a wind chill equivalent, falls to below 40° F (American Conference of Governmental Industrial Hygienists recommendation), site personnel who must remain outdoors will wear insulated coveralls, insulated boot liners, hard hat helmet liners and insulated hand protection. A facemask may also be worn.

Consultant and drilling staff will dress in several layers rather than one single heavy outer garment. The outer piece of clothing will be wind and waterproof. If clothing becomes wet, it will be taken off immediately and a dry set of clothing put on.

If wind conditions become severe, it might become necessary to shield the work area temporarily. The lead Consultant and lead Driller will determine if this type of action is necessary. Heated vehicle breaks or a designated area that is heated should be available if work is performed continuously in the cold at temperatures, or equivalent wind chill temperatures, of 20° F or less.

Dehydration occurs in the cold environment and can increase the susceptibility of the worker to cold injury due to significant change in blood flow to the extremities. Consultant and Driller staff will stay hydrated by drinking plenty of fluids but limit the intake of caffeine.

**Work/Rest Cycles for Cold Weather**

If wind chill temperatures fall below minus 25° F, breaks from the cold will occur at a rate of ten minutes per hour. If wind chill temperatures fall below minus 45° F, all work will cease, and persons will be required to go indoors. The lead Consultant and lead Driller will evaluate field crew fitness; the condition of their cold-weather gear, including boots; and will observe employees’ alertness, including fatigue and rate of cold tolerance/acclimation.

Insert Text Here

# NOISE EXPOSURE

Instructions:

*In this section, summarize the Noise Assessment and Control procedures to be followed during the performance of the subject site investigation/characterization activities. The Noise Assessment activities below shall be updated accordingly based on site/project specifics. Post the Noise Mitigation Plan found here at the site:*

 *https://www.nyc.gov/assets/dep/downloads/pdf/air/noise/noise-mitigation-plan-construction.pdf*

Noise levels vary depending on the type of work being performed: If the noise levels are such that you must shout at someone 2 feet away from you, you need to be wearing hearing protection. Employees can wear either disposable earplugs or earmuffs.

Insert Text Here

# SPILL PREVENTION/RESPONSE

Instructions:

1. *In this section, summarize the Spill Prevention/Response procedures to be followed during the performance of the subject site investigation/characterization activities. The Spill Prevention/Response activities below shall be modified accordingly based on site/project specifics.*
2. *The need for dust control and/or vapor/odor suppression is not anticipated during the performance of the subject site investigation/characterization activities. If determined to be necessary, modify the below language accordingly. If necessary, reference to Section 5.4 (Community Air Monitoring Program) should be included.*

Spill prevention and response procedures will be used to prevent additional spillage at the site and to mitigate existing discharges. Typical substances that are encountered at project sites include groundwater purged from monitoring wells and water from decontamination procedures. Spill response will follow the existing procedures and organizational protocol.

The following factors will be considered in the event of any spill:

1. The volume of the hazardous substance released and the rate of release
2. The nature of the spill material
3. The danger to personnel in the immediate area
4. Nature of damage and possibilities of repair
5. If the transfer of material to an alternate container is advisable
6. Feasibility of the construction of a containment dike
7. Nature of spill area
8. Whether the spilled substance has reached a watercourse or sewer
9. Danger of explosion or fire
10. Equipment and supplies necessary to confine the substance and carry out the treatment

When necessary, the proper individuals will be notified, including The National Response Center (800-424-8802), NYSDEC (800-457-7362) and/or local authorities.

Upon observing a spill, personnel on the scene will take immediate steps to contain the spill and prevent oil or petroleum product from reaching drainage structures or surface waters, or penetrating into the subsurface to groundwater (i.e., percolate into the subsurface). The spill containment action may require the manual application of sorbent materials to prevent oil from spreading and/or seeping into the subsurface. Sorbent materials should be made available and applied immediately to contain spilled product. Spent or oil-soaked sorbent material used to contain spills are containerized at the facility and reclaimed by a contracted waste hauler.

Insert Text Here

In the event that there is an immediate danger to human health, site personnel will contact 911.

## Dust Control

**If Dust Control is not anticipated, use the following language:**

Dust Control procedures are not anticipated for the subject scope of work.

**If the need for Dust Control is anticipated, use following language, and modify accordingly:**

Wet methods shall be adhered to in order to prevent the off-site migration of dust to adjacent properties during the performance of the site investigation/characterization activities. All soil investigation/characterization activities will be performed utilizing an aqueous spray to prevent visual dust emission from the work zone. Additional dust suppression methods to be performed will include the following:

1. Limiting on-site vehicle speed to five miles per hour. Signage of the 5-mile per hour limit will be posted at all site entrances and along routes within the site.
2. Watering unpaved surfaces, including haul roads and excavation faces. All unpaved haul roads and excavation surfaces will be continuously watered by watering trucks. Gravel cover shall be applied to unpaved surfaces which are regularly traveled.
3. Covering or water-misting of stockpiled materials. All stockpiled dry materials (e.g., sand, aggregate) will be water-misted; sprayed with non-hazardous, biodegradable suppressing agent; covered; or otherwise enclosed.
4. Washing the wheels of all trucks as they exit from the site. A washing station will be constructed at each truck exit, whereby truck wheels will be washed, and the water shall be contained and recycled to avoid tracking mud out of the site.

Insert Contractor Name will make provisions to have an adequate amount of water and appropriate equipment to disperse water onsite at all times.

Instructions:

*For the field work, if dust control is anticipated, download and complete the Dust Mitigation Form provided at the following link:*

[*https://www.nyc.gov/assets/dep/downloads/pdf/air/construction-dust-mitigation-form.pdf*](https://www.nyc.gov/assets/dep/downloads/pdf/air/construction-dust-mitigation-form.pdf)*.*

*Please ensure that the most current forms are used.*

## Vapor/Odor Suppression

**If the need for Vapor/Odor Suppression is anticipated, use the following language and modify accordingly:**

If nuisance odors are detected during the performance of the site investigation/characterization activities, site-specific odor control methods will be used on a routine basis including assigning a dedicated air monitoring technician to monitor odors, backfilling boreholes/excavations in a timely manner, and maintaining covers over stockpiled impacted soils. If nuisance odors are identified, investigation activities in a particular work area will be stopped until the source of odors is identified and corrected. Work will not resume in this area until all nuisance odors have been abated.

NYCDDC, NYSDEC and NYSDOH will be notified of all odor events and of all other complaints about the project. Implementation of all odor controls, including the stopping of work, will be the responsibility of Insert Contractor Name. As necessary, in addition to the wet methods utilized for dust suppression, a vapor suppression foam (Insert Vapor suppression foam type) will also be applied. Tarps will also be employed to suppress vapor and odors from the work area as necessary. If odors develop and cannot be otherwise controlled, additional means to eliminate nuisance odors will be evaluated. In summary, if an odor complaint is received, the following procedures will be implemented:

1. Work will be halted, and potential sources of odors will be identified
2. NYCDDC, NYSDEC, and NYSDOH, will be notified of the odor complaint
3. Nuisance odors will be abated through the use of various methods including aqueous and/or foam applications, by covering stockpiles, and/or by backfilling open excavations
4. Work will resume only after the nuisance odors have been abated

# DECONTAMINATION AND DISPOSAL PROCEDURES FOR INVESTIGATION DERIVED WASTE

All PPE and waste generated from project activities, including protective gloves and disposable sampling equipment, will be collected and placed in a heavy-duty garbage bag for disposal. Any equipment or tools that are reused during the soil and/or groundwater sampling activities will be cleaned using a water/liquinox solution and dried with disposable paper towels between borings. All spent solutions and wash water should be collected and properly disposed of.

Insert Text Here

# TRAINING AND MEDICAL SURVEILLANCE

Instructions:

*In this section, summarize the Training and Medical Surveillance procedures to be followed during the performance of the subject site investigation/characterization activities. The Training and Medical Surveillance activities below shall be modified accordingly based on site/project specifics.*

Consistent with OSHA’s 29 CFR 1910.120 standard covering Hazardous Waste Operations and Emergency Response (HAZWOPER), all personnel who will be engaged in subsurface activities at the site must be trained in accordance with the standard. In addition, all personnel must participate in a medical surveillance program.

Insert additional training requirements here beyond the 40-Hour HAZWOPER requirements

## Hazardous Waste Operations & Training

All project personnel who may be required to perform any work defined as “Hazardous Waste Operation” as per OSHA rules governing “Hazardous Waste Operations and Emergency Response” (29 CFR 1910.120), must have completed the 40-hour training. If the 40-hour training was completed more than 12 months prior to the project start-up date, then an additional 8-hour refresher training will be provided to such employees. Field personnel working for DDC is required to have at least 10-hr OSHA training. In some cases, an OSHA 30-hour training certificate may be required.

**TABLE 12.1.1: ROSTER OF QUALIFIED CONSULTANT STAFF**

| **Last** | **First** | **Degree** | **Years of Environmental Experience** | **Date of last OSHA-40 or 8 Hr Refresher** |
| --- | --- | --- | --- | --- |
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All those who work at sites where contamination is or may be present must recognize and understand the potential hazards to health and safety. The following training schedule is required:

* All personnel who enter the work area while intrusive activities are being performed will have completed a 40-hour training course that meets the requirements of 29 CFR Part 1910, Occupational Safety and Health Standards. Up-to-date 8-hour annual refresher training that meets the 29 CFR 1910 requirements is also required.
* OSHA Outreach 10-hour and 30-hour Construction Training certificates need to be updated every 5 years.
* In addition, some project-specific tasks may require additional training, such as railroad track safety training classes (Refer to USDOT Federal Railroad Administration 49 CFR 214), roadway training classes (Refer to USDOT Federal Highway Administration Manual of Uniform Traffic Control Devices), state/city-specific asbestos training, or training specific to lead.

## Medical Surveillance

All project personnel will be required to participate in a medical surveillance program for hazardous waste site workers. This medical surveillance program, as a minimum, must include all elements included in the medical surveillance requirements specified in OSHA Rules Governing Hazardous Waste Site Workers (29 CFR 1910.120). The physical examination may include additional tests as deemed necessary by the examining physician for the type of work being performed by the employee during this project.

##  Project-Specific Information and Training

All project personnel, including contractors and subcontractors, will be informed about the project specific health and safety hazards which may be encountered during the project work. This may be accomplished by reviewing this IHASP. Specifically, all project personnel will be required to participate in a pre-project training session. This training will include:

* Review of potential health and safety hazards associated with the various tasks which will be performed during this project
* The correct procedures to use personal protective equipment required for the job
* Personal hygiene and decontamination
* Emergency procedures and first aid

The Company Name personnel listed in Section 2.0 to perform specified activities have completed the suggested training for this project.

## Record Keeping

Instructions:

*Identify and provide the specific training and medical records appropriate for the scope of work associated with this IHASP.*

All workers, including contractors and subcontractors, must review and sign this IHASP. Worker training and medical records as appropriate for the proposed scope of work must be retained for 36 months and must be made part of this IHASP. Records include, but are not limited to:

* OSHA 40-hour HAZWOPER Standard Training with the 8-hour annual refresher training certificate
* OSHA Outreach 10-hour and 30-hour Construction Training certificate
* OSHA Medical Clearance (1910.134, 1910.120), including Respiratory Protection Medical Clearance and Medical Surveillance Records
* Record of the daily job briefings
* Confined space permits, as needed.
* And other required site-specific safety certificates (e.g., work on railways, etc.).

# RESPIRATORY PROTECTION PLAN

Instructions:

1. *The application of a respiratory protection plan for the performance of typical in-situ and/or ex-situ soil and/or groundwater sampling is not anticipated. If the need for a Respiratory Protection Plan is anticipated, use the below language, and modify accordingly based on known site contaminants.*
2. *If a Respiratory Protection Plan is anticipated, ensure this is reflected in Section 4 of this IHASP (Personal Protective Equipment) to address site-specific conditions.*

Consistent with OSHA’s 29 CFR 1910.120 standard covering Hazardous Waste Operations and Emergency Response, all personnel who will be engaged in subsurface activities at the site must be trained in accordance with the standard. In addition, all personnel must participate in a medical surveillance program.

As detailed in Section 4.0 of this IHASP (Personal Protective Equipment), it is anticipated that Level D PPE will be used during the site investigation and characterization activities. This level of PPE is sufficient for situations where minimum protection against target contaminants is necessary. Because of the potential for hazards, workers will be prepared to upgrade to Level C PPE, as needed. The specific PPE is listed in Sections 4.1 through 4.4. The levels are based on the OSHA rules governing hazardous waste site work (29 CFR 1910.120). Upgrading PPE requirements from Level D to Level C, requiring the need for this Respiratory Protection Plan, will be decided by the lead consultant and lead driller.

If respiratory protection is needed, Insert Company Name shall provide all their site workers (and approved visitors) with personally issued and marked respiratory equipment approved by NIOSH and OSHA. When respiratory and disposable filters are employed, Insert Company Name will provide sufficient filters for replacement, as necessary. Insert Company Name shall require that each person entering the Work Area wear an approved respirator and protective clothing (as required). There shall be no exceptions to this rule. No one will be permitted into the work area without proper protection.

# DRILLER REQUIREMENTS

Instructions:

*In this section, summarize the Health and Safety Plan requirements for each subcontractor that will be working at the site. The below language is standard language pertaining to the requirements of OSHA 29 CFR 1910.120. Add additional language, as necessary for additional, site-specific contractor requirements that may be required.*

Insert Contractor Name will be responsible for the health and safety of their employees. They will be required to develop their own task specific health and safety plan which complies with the requirements contained in OSHA rules governing hazardous waste site operations (29 CFR 1910.120).

Insert Text Here

# EMERGENCY RESPONSE AND CONTINGENCY PLAN

## Preventative Measures

Incidents of emergency situations can be prevented or limited by implementing the following preventive measures:

* Use of prescribed personal protective equipment during all onsite activities. The wind directions will be monitored, and the information will be used in locating the contamination reduction zone and clean zones on the upwind side of the contamination zone.
* Personal Hygiene: Eating, smoking and drinking are prohibited within the exclusion zone and contaminant reduction zone. Personnel are required to wash their hands before eating.
* Prior to the start of each specific task, evacuation route(s) will be established and communicated with the project personnel during the initial safety meeting.
* All sources of ignition will be kept away from the work area and fire extinguishers will be placed near the work site.
* Absorbent materials, shovels, and plastic liners will be kept on the site to contain a spill or a leak.
* Operations will be stopped when inclement & hazardous weather conditions pose a threat to the safety of the project personnel or the environment. Examples of such hazardous conditions include potential for heat or cold stress, treacherous weather conditions or limited visibility.
* Preventative Measures for contact with poisonous plants, animals, and insects.
* Heat Stress and Cold Exposure Preventative Measures.

## Emergency Response Actions

Following any incident of emergency situation, the site will be evacuated immediately. Insert Company Name employees will evacuate to the nearest street or avenue at the nearest intersection. The site lead Consultant will be responsible for notifying the emergency contact personnel listed in the front of this IHASP.

In the event of an emergency, Insert Company Name Personnel are to exit the site and meet at the corner of Insert Closest Intersection/Muster Point.

## Personal Injury and First Aid

In the event of an injury, all personnel will assemble at the decontamination station. If the injured person is immobile, one or more persons will remain nearby to provide the necessary first aid. If medical help is needed, the appropriate assistance will be summoned and arrangement for transportation of the injured to the closest hospital/emergency care facility will be coordinated. A map of the route to the closest hospital/emergency care facility (including turn-by-turn directions) is included as **Appendix C**.

**First Aid**

Working on a hazardous waste site can pose potential overexposure to a variety of chemicals and other harmful agents. Therefore, the following first aid procedures describe the initial actions that may be taken before the medical assistance arrives at the scene:

* I**nhalation Hazard:** Bring the victim to fresh air and rinse his/her eyes and/or throat with potable water if irritation is experienced. If the symptoms are severe, such as the victim is dizzy or vomits, take the person to the nearest hospital emergency room.
* **Skin and/or Eye Contact:** Flush the affected area for at least 15 minutes. Apply clean dressing, if necessary, and take the person to the nearest hospital emergency room.
* **Ingestion Hazard:** Take the person to the hospital emergency room immediately. Call Poison Control, if the substance is known.
* **Explosion Hazard:** Evacuate all personnel from the area immediately. Call the Fire Department and Medical Emergency Response Unit.

## Emergency Incident Reporting

Emergency communications shall be implemented by the lead Consultant or lead Driller, if possible. All accidents and incidents involving injuries to workers or the general public will be reported to the DDC Project Representative as soon as possible, but within one (1) hour from the time of the accident or incident. A cellular phone will be kept on-site when work is in progress. Any necessary pass codes will be made available to all personnel for emergency use. Table 15.4 is a list of emergency contacts.

**TABLE 15.4.1: EMERGENCY CONTACTS**

| **Agency** | **Emergency Phone Numbers** |
| --- | --- |
| FIRE Department | 911 |
| EMERGENCY MEDICAL-AMBULANCE | 911 |
| POLICE Department | 911 |
| Poison Control Center Hotline | (800) 962-1253 |
| Urgent Care Center – Urgent Care Center name | Urgent Care Center Phone Number |
| Hospital – Hospital Name | Hospital Phone Number |
| NYSDEC Spill Hotline | (800) 457-7362 |
| Contractor Name Project Manager, Project Manager Name | Project Manager Phone Number |
| Contractor Name HSO, HSO Name | HSO Phone Number |

The Urgent Care Center is:

NAME: Urgent Care Center Name

ADDRESS: Urgent Care Center Address

The Hospital is:

NAME: Hospital Name

ADDRESS: Hospital Address

# IHASP REVIEW

Instructions:

*In this section, each Company employee that will have a physical presence on the site for any period of time shall review this HASP and place their signature in the below table confirming their understanding of the content and requirements of the IHASP.*

SITE NAME: Insert Project Name

SITE ADDRESS: Insert Project Address

| **Name** | **Affiliation** | **Date** |
| --- | --- | --- |
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**FIGURES**

Instructions:

1. *The Consultant shall include the following three figures in the Field Sampling Report:*
* ***Figure 1*** *Project Location Map*
* ***Figure 2*** *Aerial View Map*
1. *Utilize the border templates included in Sections 1.1.*
2. *Each of the figures shall include the Project Name and Project Address.*
3. ***Figure 1*** *shall include the most recently published* *U.S. Geological Survey (USGS) Topographic Map (the name and date of which to be included in the title block) centered on the project site.*
4. ***Figure 2*** *shall include an aerial photograph centered on the subject site showing current site conditions. The site boundary shall be shown on the aerial photograph along with a north arrow and applicable scale.*

**Appendix A**

**Job Safety Analysis Forms**

**NYCDDC Job Safety Analysis (JSA)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project:** |  | **Contract Reg No.:** |  | **Contractor:** |  |
| **Activity Location:** |  | **Activity:** |  |
| **JSA Prepared By:** | **Insert Name and Title** | **Est. Start Date:** |  |

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| --- | --- | --- |
| **Identify Steps/Tasks to Perform Activity** | **Safety/Health Hazards** | **Controls** |
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Job Safety Analysis Part 1

**NYCDDC Job Safety Analysis (JSA)**

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| --- | --- | --- | --- | --- | --- |
| **Project:** |  | **Contract Reg No.:** |  | **Contractor:** |  |
| **Activity Location:** |  | **Activity:** |  |
| **JSA Prepared By:** | **Insert Name and Title** | **Est. Start Date:** |  |

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| --- | --- | --- |
| **Equipment to be Used** | **Environmental Considerations** | **Training Requirements** |
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Job Safety Analysis Part 2

**Appendix B**

**Potential Hazardous Substances / Safety Data Sheets**

**Appendix C**

**Hospital/Emergency Care Center Route**